

## **SUBDIVISION MEETING**

### **January 18, 2001**

Chairwoman Karolin Loendorf called the meeting to order at 10:00 a.m. Commissioners Murray and Varone were present. Others attending all or a portion of the meeting included Ron Alles, Eric Griffin, Nancy Everson, Sharon Haugen, Janet Pallister, Paulette DeHart, Art Pembroke, Dave Korang, Craig Pozega, Ken Frost, Jim Stout, Dean Retz, Fred Dalbec.

Minutes. January 9 and 11, 2001. Tabled to Tuesday, February 6, 2001.

Bid Opening. The Commission opened bids for the Lincoln Area Culvert Replacement. Bids were submitted by:

Menard Contracting, Lincoln. The required bid bond was attached. The bid was not signed; therefore the bid will not be read.

Jim Stout Excavating, Lincoln. The required bid bond was attached. The bid was signed and the addendum was acknowledged. Total amount of the bid is \$9,901.

L. M. Nielsen & Sons. The required bid bond was attached. The bid was signed and the addendum was acknowledged. The total amount of the bid is \$25,330.

Griffin Excavating, Helena. The required bid bond was attached, the bid was signed, and the addendum is acknowledged. The total amount of the bid is \$14,190.

Diamond Construction, Helena. The required bid bond was attached. There is an irregularity and will not be read.

Maronick Construction, Helena. The required bid bond was attached. The bid was signed and the addendum is acknowledged. The total amount of the bid is \$28,445.

Commissioner Murray moved that the Commission turn over the bids to staff for review and a recommendation at a future public meeting date (January 25, 2001). Commissioner Varone seconded the motion and it carried unanimously.

Intercap Loan Documents. Nancy Everson reported on the resolution and Agreement for the Augusta Senior Citizen/Youth Center. The total cost of the construction project was \$109,781. The county received a grant from the U.S. Forest Service in the amount of \$20,000. The Health Department will pay back \$10,000 for the nurse's station in rent costs over a period of seven years. The final amount of the loan is \$79,781. Commissioner Murray moved that the Commission approve the Intercap loan to the county (to be reimbursed by RMDC

through their contribution) and authorized the Chair to sign the agreement. Commissioner Varone seconded the motion and it carried unanimously.

Proposed Major Subdivision, Preliminary Plat, Yuhus Tracts, Lot 1. (cont. from 1/9/01). The applicant proposes to create seven lots. Four lots each for one single-family dwelling, one lot for two existing mobile homes, one lot for an existing home, and one lot for an existing commercial business. The proposed subdivision is generally located south of Elk View Drive and east of and adjacent to Wylie Drive. Robert Rasmussen reported that staff has drafted revised language to condition 8—road improvement requirements to define the road network between lots 1 and 2.

Dean Retz was present on behalf of the applicant. Mr. Retz stated that he and the applicant concur with the revised language.

Commissioner Murray moved that the Commission approve the proposed subdivision subject to staff recommendations as of January 4, 2001 with 20 conditions. Commissioner Varone seconded the motion. Commissioner Murray offered a substitute motion to change condition 8 to the condition as recommended by staff as of this morning's meeting. Commissioner Varone seconded the motion and it carried unanimously.

After discussion on condition 7, Commissioner Loendorf moved that the applicant shall establish an agreement with the City of East Helena for utilization of the fire hydrant (located at the intersection of Gail Street and Wylie Drive) for fire protection services, or a fire protection plan shall be submitted to the Board of Trustees of the volunteer fire department for review and approval. Commissioner Murray seconded the motion.

Commissioner Murray proposed to add condition 18.h that the applicant shall establish a cluster box facility and turnout area for mail delivery on the internal access road (Elkview Road or Wylie Drive). Chairwoman Loendorf seconded the motion.

Commissioner Murray moved that the Commission approve the Planning Board recommended conditions as amended. Commissioner Varone seconded the motion and it carried unanimously. The motion to approve the subdivision with amendments carried unanimously.

Letterhead and Business Cards. Ron Alles discussed the option of a county-wide approved format for business cards. By ordering multiple cards, it will be more cost effective. Alicia Pichette reported on the costs from Action Print and Insty-Print. Commissioner Varone received a quote from Insty-Print for six sets minimum, 1,000 cards per set, two color, \$59.95. Commissioner Murray moved that the county pay \$59.95 for 1000 business cards, plus \$25 for the design fee.

Commissioner Varone seconded the motion and it carried unanimously. Mr. Alles and Ms. Pichette were directed to work on a draft business card policy to present to the Commission.

Commission Letterhead. Commissioner Murray moved that the BoCC order new letterhead, after the current supply is used, to include the images of Lewis and Clark on the letterhead, remove the seal, and add each name of the current Commissioner. Commissioner Varone seconded the motion and it carried unanimously.

Election Training Request. Paulette DeHart reported on her anticipated training request out of state in March. She will need to transfer budget authority from one line item to another. Commissioner Murray moved that the Treasurer/Clerk and Recorder's budget be amended as she has requested to allow her and her election supervisor to attend general election training out of state. Commissioner Varone seconded the motion and it carried unanimously.

Contracts.

IT&S and DJ&A. Art Pembroke reported on land surveying services with DJ&A. This is a continuation of the parcel-mapping project. The contract amount will not exceed \$1,500. Commissioner Murray moved that the Commission approve the contract and authorized the Chair to sign. Commissioner Varone seconded the motion and it carried unanimously.

Health Department & DPHHS. Ron Alles reported that the renewal contract for the Immunization Action Plan is in the amount of \$6,811.

Health Department & AIDs Project. Ron Alles reported that the renewal contract for the AIDs Project is in the amount of \$4,397.

Health Department & DPHHS. Ron Alles reported that the task order renewal contract for HIV/AIDs prevention education efforts is in the amount of \$36,644.

The Board of Health and staff have approved all three contracts. Staff recommended approval. Commissioner Varone moved that the Commission approve all three contracts and authorized the Chair to sign. Commissioner Murray seconded the motion and it carried unanimously.

Resolution Order a Refund of Fees Paid. Sharon Haugen reported that Ed McHugh was assessed \$225 for his trailer court. Mr. McHugh should have only been charged \$4.50 for his workshop. Cheryl Green and Kathy Moore of the Water Quality Protection District have recommended that the Commission refund \$108 to Mr. McHugh. The second half of his bill will be adjusted. Staff recommended approval. Commissioner Murray moved that the Commission refund \$108 due to an erroneous assessment of water quality charges. Commissioner Varone seconded the motion and it carried unanimously.

Chamber of Commerce Banquet. Commissioner Murray moved that the County purchase a table for the banquet on January 26. Commissioner Varone seconded the motion and it carried unanimously.

Request to Attend NACo Meeting. Commissioner Loendorf moved that she be allowed to attend the Legislative NACo Conference in Washington, D.C. in March. Commissioner Varone seconded the motion. Commissioner Murray abstained. The motion carried 2-0.

There being no other business, the meeting adjourned at 11:20 a.m.